



March 18, 2026

**To All Proposers:**

Subject: **RFP No. 8620-W6, Software – Cemetery Database / DPRC**

**ADDENDUM NO. 3**

To Whom It May Concern:

With reference to our proposal request relative to the above subject, please refer to the changes/modifications/clarifications to the original proposal request.

- **PLEASE SEE ATTACHED EXAMPLES OF VARIOUS CEMETERY DOCUMENTS / RECORDS FOR BIDDING INFORMATION PURPOSES.**

Proposers are requested to acknowledge and/or include this addendum with submission. All other terms, conditions, and specifications remain unchanged.

Regards,

***Christopher J. Gagliastro***  
***Purchasing Director***

1) TYPED LOT CARDS 5" x 8" FILE CABINETS

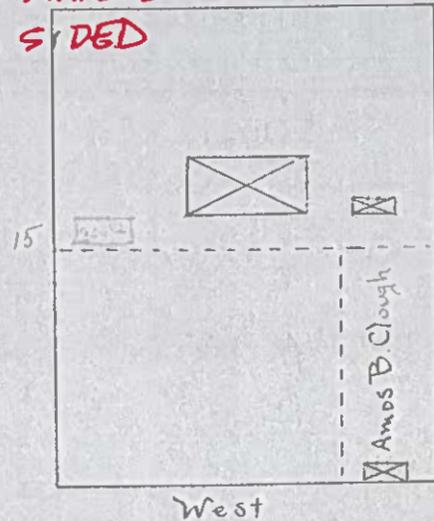
Lot: 8352 see 76

PERPETUAL CARE 90.00 ANFA 180

OWNER		ADDRESS		DATE	PRICE
Clough, Amos B.				12/31/18	56.00
REPRESENTATIVE					
DATE	LOCATION	NAME			
10/16/18	R R 2	Clough, Lois			
12/22/27	R F 1	Clough, Amos B.		59	
12/15/47	R F 2	Clough, Redis . (V)		71	
3/2/62	L F 2	Clough, John P. (V)		62	
4/13/82	L F 1	Clough, Reubena B. (V)		76	
12/5/09	LR1	Clough, Douglas (V)		68	
6/7/2014	LR2	Clough, Byron Ashes		53	
6/7/2014	LR2A	Snyder, Joanne Ashes		82	

SIDE 1

SOME STAPLED 12  
DOUBLE SIDED



8"

12/31/18	P.C. paid by	Amos B. Clough
4-29-82	for inscription for Reubena B. Clough - Account 50245	
5-6-82	Durable Power of Att	
2-8-2010	Spoke to Mrs Douglas Clough is state only 1 full burial now allowed which will be herself - cremations will be allowed on backside of monument.	
6-3-2016	Installation of gov't marker for LR1	Douglas Clough

SIDE 2

Addendum No. 2. Hope Cemetery Software RFP - Additional Record Information Section 1.0 Summary Additional Information, 1.3

1) Typed Lot Cards, Approximately 45,000 cards(8"x 5"), some double sided, some double sided.

8"

Addendum No. 2. Hope Cemetery Software RFP - Additional Record Information  
Section 1.0 Summary Additional Information, 1.3

2) Typed and Handwritten Interment Cards (Including Section 1.0, 1.3, 3)  
Approximately 125,000 Cards Total, some stapled, some double sided  
Typed Cards in Filing cabinet  
Handwritten cards in Boxes

2) <sup>TYPED</sup> INTERMENT CARDS 3" X 5" FILE CABINETS  
INCLUDES #3 TOTAL APPROXIMATELY 125,000  
CARDS

5"

Abboudi, Norma	(70100)
44 - 109	LF1
DOD: 01-08-2017	Vault
3" DOB: 09-29-1961	55 Years old
Burial Date: 01-17-2017	

SOME STAPLED

5"

SIDE 1

SOME HAVE SIDE 2

OWNERSHIP CARDS 25,000  
CARDS

3" 3

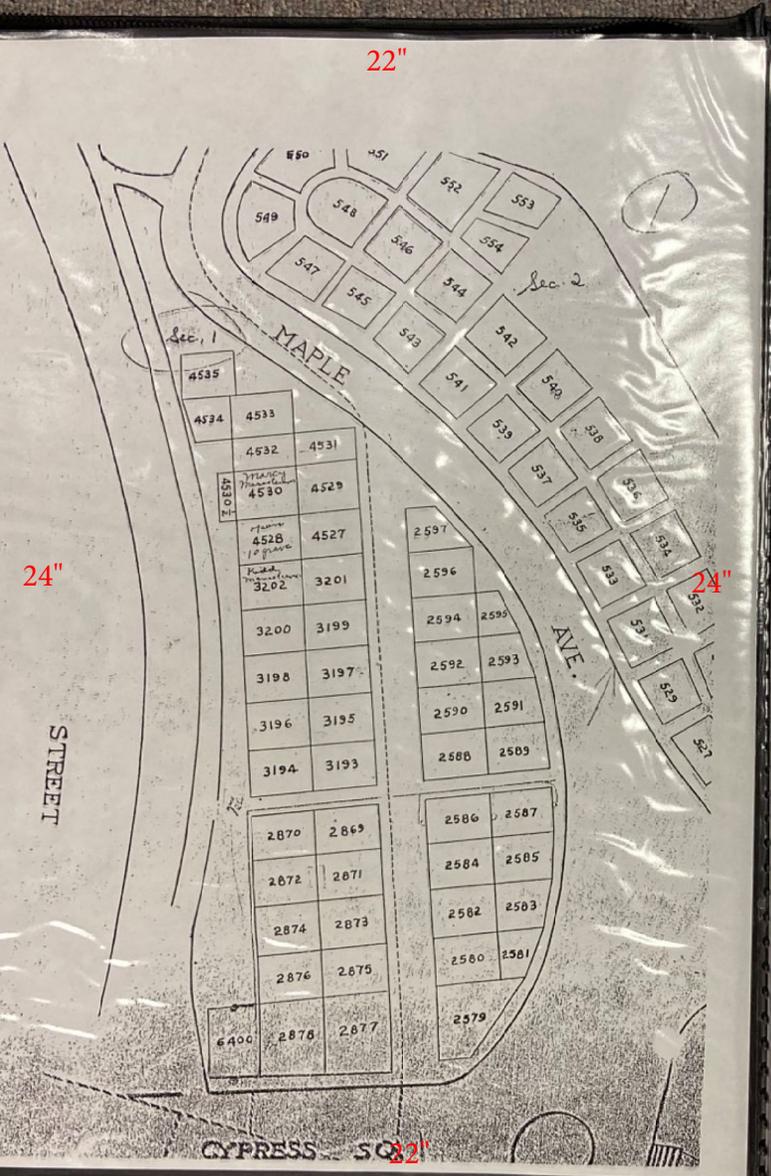
Alford, Katrina	69-99
3 Henschman Street	SG Mon
Worcester, MA 01605	
774-386-1189	

5"

Addendum No. 2. Hope Cemetery Software RFP - Additional Record Information

Section 1.0 Summary Additional Information, 1.3

4) Paper Maps in bounded/binded Book, 22"x 24", some loose 8 1/2" x 11" 120 pages



Addendum No. 2. Hope Cemetery Software RFP - Additional Record Information  
 Section 1.0 Summary Additional Information, 1.3  
 5) 15 Ledger Books, approximately 75,000 hand written (23" x 18") Interments

INTERMENT NUMBER	NAME	DATE			LOT	SEC	LOCATION	VAULT or ASHES	Y	AGE	DATE OF DEATH	RESIDENCE	UNDERTAKER	REMARKS
		M	D	Y										
42510	Baker, Helen A.	2	8	54	3395	13	R.F.V.	Grave	92	3	1-31-58	Boston, Mass	Wynn Bros	
42511	Baker, Elizabeth C.	2	6	54	13123	21	R.F.V.	Vault	66	-	2-3-54	114 Broadway Ave	Putnam	Concord, Mass
42512	Baker, Sarah C.	2	6	54	13123	21	R.F.V.	Grave	64	1	2-3-54	287 Barnstable St	Putnam	
42513	Wheeler, Joseph W.	2	6	54	33205	72	R.F.V.	Vault	85	5	2-6-54	49 Huntington Ave	Cornwell - King	
42514	Wheeler, Frances C.	2	8	54	1780	96	S.S.	Grave	70	-	2-5-54	14 East St, Concord	Henderson	Concord, Mass
42515	Wheeler, Helen F.	2	8	54	1780	96	R.F.V.	Vault	89	2	1-30-54	162 Beacon St, Boston	Songstad	
42516	Whipple, Mary C.	2	8	54	17724	96	S.S.	Grave	67	8	2-6-54	3 Shady St	Cornwell - King	
42517	Wheeler, John	2	9	54	3166	17	R.F.V.	Grave	86	-	2-6-54	400 Chandler St	Seaman	
42518	Wheeler, Mary A.	2	9	54	9127	21	R.F.V.	Vault	79	5	2-7-54	Windsor St, Concord	Boy	
42519	Wheeler, Mary A.	2	9	54	3334	27	R.F.V.	Grave	73	3	2-8-54	24 Loom St	Songstad	
42520	Wheeler, Elizabeth W.	2	9	54	17333	101	R.F.V.	Vault	73	9	2-7-54	Newton, Mass	Caton	Needham
42521	Wheeler, Susan	2	11	54	9230	76	R.F.V.	Vault	81	2	2-7-54	1 Wall St	Songstad	
42522	Wheeler, Clara S.	2	9	54	9913	29	R.F.V.	Grave	0	0	2-8-54	84 W. Main St	Seaman	
42523	Wheeler, Baby Girl	2	11	54	10530	15	S.F.V.	Grave	59	9	2-2-54	44 Elmwood St	Gradow	
42524	Wheeler, Richard D.	2	11	54	10471	16	R.F.V.	Grave	61	-	2-2-54	677 Main St	Gradow	
42525	Wheeler, Susan T.	2	11	54	3044	46	S.H.V.	Grave	79	9	2-1-54	200 W. Main St	Hodgson	
42526	Wheeler, William W.	2	10	54	3044	46	S.H.V.	Grave	60	4	12-20-53	Worcester	Seaman	
42527	Wheeler, William W.	2	10	54	3044	46	P.H.V.	(S.B.)	3	0	1-24-44	Worcester	Seaman	
42528	Wheeler, Joseph B.	2	10	54	3044	46	R.F.V.	(S.B.)	3	0	2-10-54	Worcester	Seaman	
42529	Wheeler, Helen J.	2	13	54	1245	14	R.F.V.	Grave	71	9	2-11-54	Worcester	Callahan	
42530	Wheeler, Richard	2	13	54	1245	14	S.S.	Grave	75	3	2-11-54	Worcester	Seaman	
42531	Wheeler, Susan A.	2	13	54	17563	76	S.S.	Grave	64	10	2-11-54	Worcester	Cornwell - King	
42532	Wheeler, Joseph B.	2	16	54	75	1	P.H.V.	(S.B.)	0	0	2-11-54	20 Southgate St	Hodgson	
42533	Wheeler, Mary L.	2	16	54	3044	46	R.F.V.	Grave	58	-	2-10-54	34 Rockfield Rd	Hodgson	
42534	Wheeler, Mary L.	2	16	54	3044	46	R.F.V.	Grave	77	-	2-10-54	17 Rockfield St	Seaman	
42535	Wheeler, Helen C.	2	15	54	1936	1	R.F.V.	Grave	77	-	1-24-54	Blenfield, N.J.	Graydon	Northfield, New Jersey
42536	Wheeler, Charles W.	2	15	54	2161	16	R.F.V.	Grave	79	-	2-12-54	53 Linden St	Cornwell - King	
42537	Wheeler, Susan A.	2	19	54	2022	1	R.F.V.	Grave	79	-	2-12-54	18 Columbia St	Putnam	
42538	Wheeler, Joseph B.	2	15	54	15408	16	R.F.V.	Vault	14	11	2-13-54	229 Middle St	Cornwell - King	
42539	Wheeler, Susan A.	2	15	54	4045	9	R.F.V.	Grave	0	1	2-14-54	100 W. Main St, Wob.	Wheeler	
42540	Wheeler, Susan A.	2	16	54	75	1	P.H.V.	Grave	6	11	2-14-54	34 Rockfield Rd	Hodgson	
42541	Wheeler, Joseph B.	2	16	54	17907	96	S.H.V.	Vault	56	11	2-13-54	40 W. Main St, Wob.	Seaman	
42542	Wheeler, Susan A.	2	17	54	3100	38	R.F.V.	Grave	53	6	2-14-54	6 Laurel St	Seaman	
42543	Wheeler, Susan A.	2	17	54	3100	38	R.F.V.	Grave	84	6	2-15-54	82 Elm St	Seaman	
42544	Wheeler, Susan A.	2	14	54	673	36	R.F.V.	Grave	83	4	1-31-54	Worcester	Cornwell - King	
42545	Wheeler, Susan A.	2	26	54	17745	96	S.S.	Vault	67	-	2-16-54	144 Chestnut St, Wob.	Boy	
42546	Wheeler, Susan A.	2	26	54	17745	96	R.F.V.	Grave	67	-	2-17-54	111 Woodman St	Cornwell - King	
42547	Wheeler, Susan A.	2	19	54	576	36	R.F.V.	Grave	78	5	2-16-54	Schumacher St, Wob.	Shelley	Wob.
42548	Wheeler, Susan A.	2	18	54	1967	28	S.H.V.	Grave	6	0	2-14-54	11 Cotton St	Cornwell - King	
42549	Wheeler, Susan A.	2	26	54	10328	15	S.H.V.	Grave	24	11	2-14-54	25 Liberty St	Songstad	
42550	Wheeler, Susan A.	2	26	54	10471	16	S.H.V.	Grave	87	8	2-15-54	102 Boylston St	Putnam	
42551	Wheeler, Susan A.	2	23	54	1166	76	R.F.V.	Grave	62	5	2-14-54	Newtown, Mass	Songstad	
42552	Wheeler, Susan A.	2	23	54	17907	96	S.S.	Grave	55	11	2-19-54	64 Harvard St	Seaman	
42553	Wheeler, Susan A.	2	23	54	17907	96	S.S.	Grave	6	0	2-21-54	5 Paul St, Wob.	Cornwell - King	
42554	Wheeler, Susan A.	2	25	54	10530	15	S.H.V.	Grave	64	-	2-21-54	174 Pleasant St	John Fay	
42555	Wheeler, Susan A.	2	24	54	10715	16	R.F.V.	Vault	51	-	2-12-54	100 W. Main St	Hodgson	
42556	Wheeler, Susan A.	2	25	54	75	1	P.H.V.	Grave	0	4	2-23-54	200 Bond St	Seaman	
42557	Wheeler, Susan A.	2	27	54	5766	76	R.F.V.	Vault	64	11	2-25-54	15 Bond St	Hodgson	
42558	Wheeler, Susan A.	2	27	54	10091	100	R.F.V.	Vault	57	-	2-25-54	15 Columbia St	Seaman	
42559	Wheeler, Susan A.	2	27	54	7423	76	R.F.V.	Grave	77	4	2-15-54	65 Bennett St, Wob.	Hodgson	
42560	Wheeler, Susan A.	2	27	54	11377	111	R.F.V.	Vault	44	4	2-25-54	52 W. Main St	Songstad	

18"

23"

18"

HOPE CEMETERY - INTERMENT NO. *6120271*

DATE	<i>Sat. 11/5/01</i>	AT	<i>12:00M.</i>	OPENING	<i>120</i>
LOT	<i>171</i>	SEC.	<i>109</i>	GRAVE	<i>LF1</i>
OWNER				Lowering Device	
BOX	<i>Atlas</i>			Trim	
UNDERTAKER	<i>Nordgrens</i>			Tent	
REMARKS				Cement Liner Box	
NAME	<i>Zarif, Bagher</i>			Vlt. Installation	
ADDRESS				Lower Remains	
DATE OF DEATH				Extra Deep	<i>3"</i>
ORDERED BY	<i>Bill F.H.</i>			Overtime	
ADDRESS				Holiday	
				Grave or Lot	
				Cremation	
				✓ VLT	<i>175</i>
				TOTAL	

*3"* *6 1/2"*

HOPE CEMETERY - INTERMENT NO. *65242*

DATE	<i>Monday 1-8-01</i>	AT	<i>11:00AM.</i>	OPENING	<i>600"</i>
LOT	<i>38</i>	SEC.	<i>105</i>	GRAVE	<i>RF2</i>
OWNER	<i>Theodoropoulos</i>			Lowering Device	
BOX	<i>WILBERT ALL THE WAY</i>			Trim	
UNDERTAKER	<i>Britton Wallace</i>			Tent	
REMARKS				Cement Liner Box	
NAME	<i>Theodoropoulos, Mary</i>			Vlt. Installation	
ADDRESS				Lower Remains	
DATE OF DEATH				Extra Deep	<i>3"</i>
ORDERED BY				Overtime	
ADDRESS				Holiday	
				Grave or Lot	
				Cremation	
				TOTAL	

*3"* *6 1/2"*

*6) 11 BOXES OF INTERMENT SLIPS  
APPROXIMATELY 48,000 SLIPS  
SINGLE SIDED  
STAPLED*

Addendum No. 2. Hope Cemetery Software RFP - Additional Record Information  
Section 1.0 Summary Additional Information, 1.3  
6) Approximately 11 boxes of 6 1/2" x 3" interment slips some single sided,  
some stapled.

Addendum No. 2. Hope Cemetery Software RFP - Additional Record Information  
 Section 1.0 Summary Additional Information, 1.3  
 7) Approximately 25,000 multi-page (8 1/2" x 11") stapled Deeds,

**CITY OF WORCESTER - HOPE CEMETERY**  
 118 Spring Street  
 Worcester, MA 01608  
 (508) 855-1000

**LOT PAYMENT AGREEMENT**

The undersigned hereby agrees to the purchase of 2,075.00 base amount of lot # 79 and 117 in the cemetery.

LOT # 79 SECTION 117

PRICE \$2000.00 MEMBER LOT SECTION 117

**NO MONUMENTS OR UPRIGHT MONUMENTS OF ANY KIND ARE ALLOWED**

Signature: *[Signature]* Date: 2/2/17

**CITY OF WORCESTER**  
 DEPARTMENT OF PUBLIC WORKS AND PARKS  
 Hope Cemetery Division 117A Water Street Worcester, MA 01603

Paul J. Moore, P.E. Robert C. Amadio, Jr., CPSP  
 Commissioner Assistant Commissioner

Edward M. Aquilino, Jr., City Manager

**Hope Cemetery Policy Acknowledgment**

I, the undersigned acknowledge that I have been given a copy of the Hope Cemetery Rules and Regulations. The following items listed in 1.16, 1.19, 1.20, and 1.29 in the Rules and Regulations have been explained to me.

I furthermore understand that the Rules & Regulations are subject to change without notice. Hope Cemetery will always notify families, or will flag the lot before action is taken when plans are not in compliance regarding decorations, plantings, and monuments (monuments - flat markers).

Lot # 79 Section 117

Print Name Nina Sophia Karambaoulasakel

Address 522 Highland St #2  
Worcester, MA 01609

Email

Phone Number (x) 508-755-5610

Signature: *[Signature]* Date: 2/2/17

Signature: *[Signature]* Date: 2/2/17

Print Name / Cemetery Designer: Hardy Hayward

Signature: *[Signature]* Date: 2/2/17

Print Name / Cemetery Designer: Hardy Hayward

Signature: *[Signature]* Date: 2/2/17

Page 1 of 1

**CITY OF WORCESTER**  
 DEPARTMENT OF PUBLIC WORKS AND PARKS  
 Hope Cemetery Division 117A Water Street Worcester, MA 01603

Paul J. Moore, P.E. Robert C. Amadio, Jr., CPSP  
 Commissioner Assistant Commissioner

Edward M. Aquilino, Jr., City Manager

**DECORATING OF LOTS WITH UPRIGHT MONUMENTS  
 SPRING - SUMMER - FALL DECORATIONS  
 AND PLANTINGS**

- In front of monument: All decorations and only one flowerbed are permitted per monument lot. The flowerbed may only be dug 1" in front of the monument and may not extend beyond the length of the base of the monument. A flowerbed is not permitted behind or at the side of the monument.
- No flowering shrubs, i.e., rose bushes or any kind of flowering plant which produces thorns are not allowed. No shrubs or ledges of any kind are allowed. No rose (bushes), Vegetables - But plants, any type of vines, vithernums, or other non-edible type shrubs or woody plants, trees shall not be permitted.
- No types of fencing or borders are allowed to be placed around flowerbeds or monuments. Marble or other stone landscaping, such as rock chips, concrete brick or other type stone curbing or edging block, is not allowed.
- A maximum of 2 items from the list (below) are allowed at any one time:  
 Flag with holder  
 Flower candle 1/2" wide light (top of light 4" across, and 12" above ground)  
 Ceramic figurine (can not exceed the height of 8" from the ground surface level)

**WINTER DECORATIONS**

Only 1 Winter basket (on ground or attached to monument) or only 1 Winter wreath (on ground or attached to monument) or only 1

- Big tent or holiday ornaments, etc., allowed on lot or on the outside ledge

\*\* Exception - Veterans Plots with a flag and holder

Page 1 of 2

**Know all Men by these Presents**  
 Certificate 1314

That the CITY OF WORCESTER, in the Commonwealth of Massachusetts, in consideration of \$2,075.00 dollar paid in cash to it,

do hereby certify that the City of Worcester, in consideration of the sum of \$2,075.00 dollar paid, has sold to the City of Worcester, in consideration of the sum of \$2,075.00 dollar paid, the lot 79 and 117 in the Hope Cemetery, in the City of Worcester, in the County of Worcester, in the State of Massachusetts.

Witness my hand and the seal of the City of Worcester, this 2nd day of February, in the year of our Lord 2017.

City of Worcester  
 Edward M. Aquilino, Jr., Mayor

Worcester, in the County of Worcester, in the State of Massachusetts, this 2nd day of February, 2017.

Witness my hand and the seal of the City of Worcester, this 2nd day of February, in the year of our Lord 2017.

City of Worcester  
 Edward M. Aquilino, Jr., Mayor

**CITY OF WORCESTER**  
 DEPARTMENT OF PUBLIC WORKS AND PARKS  
 Hope Cemetery Division 117A Water Street Worcester, MA 01603

Paul J. Moore, P.E. Robert C. Amadio, Jr., CPSP  
 Commissioner Assistant Commissioner

Edward M. Aquilino, Jr., City Manager

**One Monument allowed on Size Lot  
 NO additional monuments allowed - No exceptions**

2 Grave Size Lot Monumental Size (only) Lot 79 Section 117

Maximum Length of Base 3'-6"

Maximum Width of Base 1'-2"

Maximum Height of Monument including Base 3'-0"

Print Name / Owner of Lot: Nina Sophia Karambaoulasakel

Signature: *[Signature]* Date: 2/2/17

Print Cemetery Designer: Hardy Hayward

Signature: *[Signature]* Date: 2/2/17

Print Name / Cemetery Designer: Hardy Hayward

Signature: *[Signature]* Date: 2/2/17

Page 1 of 1

Please review pages 4 and 5 for further clarification on the decorative rules and regulations of items being removed.

\*\* The cemetery directly disclaims responsibility for loss or damage from causes beyond reasonable control, and especially from damage caused by the elements, and act of God, accidents, invasions, insurrections, riots or order of any military or civil authority, whether the damage be direct or collateral, other than losses provided.

Lot 79 Section 117

Print Name Nina Sophia Karambaoulasakel

Signature: *[Signature]* Date: 2/2/17

Print Cemetery Designer: Hardy Hayward

Signature: *[Signature]* Date: 2/2/17

Page 2 of 2

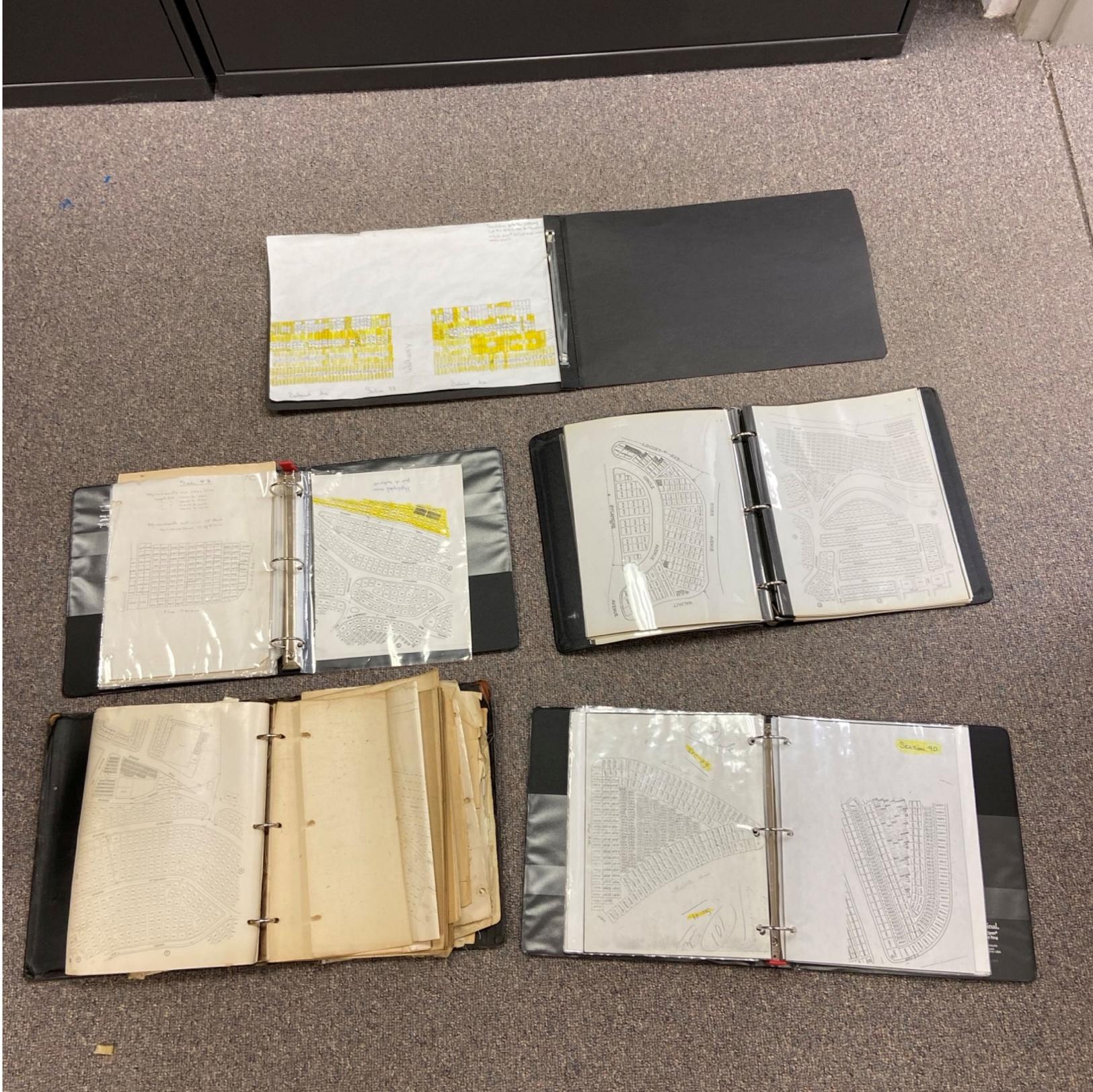


Addendum No. 2. Hope Cemetery Software RFP - Additional Record Information

Section 1.0 Summary Additional Information, 1.3

9) 4 3-ring Binders, approximately 120 (8 1/2" x 11") Maps

1 Bound Binder, approximately 10 (13" x 17") Maps



Addendum No. 2. Hope Cemetery Software RFP- Additional Record Information  
Section 1.0 Summary Additional Information, 1.3

10) 200 Loose leaf (8 1/2" x 11") partial section Maps located in file cabinet

